

Three-Year Affiliate Monitoring Plan (Sample Format)

Reception and Placement Program

FY 2009 - FY 2011

R&P Agency:

Affiliate Information			Monitoring Plan			
State	City	PRM/RPC Affiliate Code	FY 2009 Proposed	FY 2009 Actual	FY 2010 Planned	FY 2011 Planned

Instructions:

1. Only official, on-site monitoring visits should appear on this three-year plan.
2. Do not list technical assistance, training, or other visits.
3. Briefly describe below the reasons any FY 2009 proposed sites were not monitored.
4. PRM Affiliate code is the code assigned by PRM/RPC, e.g. AZ (agency acronym)01.

Key

X = Scheduled Monitoring Visit

ND = New Director Monitoring Visit

IA = Insufficient Arrivals (Fewer than 25 arrivals; site is not part of FY2010 on-site monitoring plan)

SC = Special Circumstances Monitoring Visit